

**SCHEDULE A ADDENDUM TO THE
SERVICE LEVEL AGREEMENT BETWEEN UTAH INTERACTIVE,
LLC
AND UTAH LEAGUE OF CITIES AND TOWNS**

This document will serve as the latest Schedule A addendum to the Service Level Agreement with the Network, Utah Interactive, LLC, adding additional Utah League of Cities and Towns transactions or services to the Network, subject to approval of the State of Utah Chief Information Office (CIO).

AGREEMENTS

1. Access By the Network Manager Utah League of Cities and Towns authorizes the Network Manager, to provide electronic access to information contained in the Application, in accordance with this Agreement. Description of Service is as follows:

Design and implement Conference Registration tool. Once Utah Interactive makes the complete Conference Registration tool available, Utah League of Cities and Towns may have that at no additional cost. A separate Addendum A is available for the Utah GovPay implementation required to collect payment from users.

2. Record Classification and User Access Utah League of Cities and Towns represents to the Network Manager the record classification: ____ (Public or Private)_____

The Network Manager certifies that they will offer the following security and authorization for access to the application outlined above:

Users will be required to register with the network through the subscription agreement and issued a unique username and password. This username and password will be required to access the service. The application will allow access to only those records to which the user is eligible to access as established by the Utah League of Cities and Towns.

3. Record Supply Costs and Computer Programs. The Network Manager shall be responsible for costs and expenses in establishing access to the records and providing record transactions to Users and Subscribers, including without limitation, the cost for purchasing or developing and maintaining all programs used to interface with the Utah League of Cities and Towns computer programs and to access the Records. Computer programs used by the Network Manager shall:
 - a. Protect information from unauthorized access;
 - b. Supply records to Subscribers on a timely basis in an accurate, understandable and logical format acceptable to Utah League of Cities and Towns;
 - c. Be prototyped and tested by the Network Manager for Utah League of Cities and Towns review and approval before it is offered to the public.
4. Use messages. If required by Utah League of Cities and Towns, the Network Manager shall cause the Network to require Users to signify online that they will comply with any restriction on use of the records required by law, as amended from time to time. Such user agreement will be in the form of a use message displayed online, with a required positive response, all as captured in a log file, prior to the User being permitted to further search or view the record.

5. Subscriber Agreements. The Network Manager shall obtain initial written agreements from all Subscribers that they will comply with any other applicable federal or Utah laws, regulations, or policies relating to record use and confidentiality. Such agreements shall be maintained by the Network Manager for inspection by the Utah League of Cities and Towns.
6. Transaction Logs. Utah League of Cities and Towns shall have access to the Network's Subscriber Transaction Log for the purpose of auditing the collection and dissemination of Utah League of Cities and Towns records. Unless otherwise specified by Utah League of Cities and Towns, this Log shall contain the following data: Subscriber name, transaction data and time and type of inquiry/transaction.
7. Payment and Collection.

<u>Agency/Partner: Utah League of Cities and Towns</u>	<u>Total</u>
Time and Material Development	\$5450

- b. Payment: Payments of the statutory fee for each record accessed (regardless of whether the Network Manager has collected the amount from the applicable User or Subscriber) shall be made from the Network via (specify check, credit card or ACH transaction) directly to a designated account or accounts furnished by Utah League of Cities and Towns. In addition, a payment/deposit statement shall be mailed to the following address or transmitted electronically as mutually agreed to the parties to:

Project contact: Britton Child
bchild@utahinteractive.org

Statements shall reflect the quantity of the records accessed for the full previous month. The statement shall indicate the type of record access if more than one record is available.

- c. Payment Due Date. The Network Manager shall remit payments with the required statements to the Utah League of Cities and Towns for access during the previous month of Utah League of Cities and Towns records no later than the last working day of the month after the month in which the fees due to the Utah League of Cities and Towns were incurred.
8. Records and Finances. All Network documents and records maintained by the Network Manager relating to Utah League of Cities and Towns records shall be available for inspection, auditing and copying by the agency or other authorized representatives.
9. Funding Source. The Agency is required to declare in advance the source of funds used for this project. Please indicate in the blank, which lettered statement is true about your funding source. If neither of these choices is true about your funding source, then the Network Manager may not be able to perform the work for the Agency. The Network Manager will rely upon your statement in determining whether it can or cannot perform this work for the Agency.

Declaration of funding source: A.

- a. "The Agency affirms that no federal funds are being used to finance this project." or,

- b. "Federal funds are being used to finance the project but no federal funds are being used that requires the Network Manager to assign all right, title and interest in any part of the work or deliverables, including any work allegedly made for hire, to any other entity, individual, or to the public domain. Special federal funding requirements, if any, are included as an attachment."
10. Efficiency Gain Calculation. The Utah League of Cities and Towns and the Network will establish baseline cost for the processing TLR records both prior to making the enhanced service available and after the service is made available to estimate the cost savings of offering this service.

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be executed by their duly authorized officials or officers.

Utah League of Cities and Towns

By 
Ken Bullock, Executive Director

Date 7-06-07

The Network

By 
Rich Olsen, General Manager

Date 7-12-07

Office of CIO

By 
Jolet Olsen, DTS Director of Business Services

Date 9/14/07